

Agenda In The Life Atlanta (ITLA) Board of Directors Meeting

06/05/97

7:00 PM

Lambda Center

Facilitators:

Tara Somerville and Malik Williams, Co-Chairs

Agenda topics

- I** Call to Order
- II** Approval of Agenda
- III** Approval of Last Meeting's Minutes - table

IV Officer's Reports

A. Co-Chairs

- 1. Tara Somerville
- 2. Malik Williams

B. Secretary: Gail Myers - table

C. Executive Director/Planning Committee Chair: Tony Daniels

D. Chief Financial Officer: Darryl L.C. Moch

E. Treasurer: Kevin Bynes

F. Other reports: Mellonee Rheams—Fund for Southern Community - table 'til next meeting

Town Hall Mtg 6/3
7:00-9:00

V Unfinished Business

- A. Corporate Sponsorship Reports - next work session
- B. ITLA Web Page - table 'til next meeting
- C. Establishment of Standing Committees (Nomination of Chairs) - table 'til next
- D. Major Goals for '97 - next work session
- E. _____

VI New Business

- A. Scheduling next working session - in conjunction with Six Flags for Pride
- B. Darryl - CLOVE Atlanta - Business Meeting around gay pride
- C. MR -

VII Adjournment

**In the Life Atlanta (ITLA) Board of Directors Meeting
May 15, 1997**

Members Present:

Kevin Bynes
Edwin Cook
Tony Daniels
Darryl L.C. Moch
Gail P. Myers
Mellonee Rheams
Tara Somerville
Malik Williams

Call to order

The meeting was called to order by Malik. There were no additions to the agenda so we proceeded as outlined. Malik wanted to note for the record that Gail did a nice job on the agenda.

Approval of the minutes

The minutes were corrected as follows: Darryl said he made one stipulation when volunteering to cover the cost of the printing of business cards and that was that we have a better idea of cost of the cards beforehand. Minutes were approved as corrected.

Officer's report

- A. Co-chair: Malik Williams - No report, however, Malik established that the report time is not a time for action items, not time to stop and vote, but was a time for officers to report on something they have been active on.
Co-chair: Tara Summerville - No report
- B. Secretary: Gail Myers - No report
- C. Executive Director: Tony Daniels - Tony prepared the letter and passed around copies for the board. Tony said he is open to any suggestions to improve upon the letter. The town hall meeting is scheduled for June 7, from 2 to 4 p.m. Tony said he would like to mail the letters no later than Monday. There were several questions and suggestions from the group about the letter. Tony asked us to fax comments to him, he would e-mail the results of everyone's comments to the letter. Tara proposed we have a work session for the letter. Malik suggested a work session next week.
- D. Other reports: Mellonee reported that the bank needs to be notified of the new address. Tara said that we would use the Lambda Center as our address.

The board was asked to send mailing lists suggestions to Mellonee.

Tony suggested we develop some criteria for organizations to be listed on our calendar of events as official pride events.

Malik said to put Edwin's proposal for web page on agenda under unfinished business, item D.

Unfinished Business

A. Election of Chief Financial Officer

Darryl said that he had considered the position, but he wanted to make it known that, finance is not his area of expertise. Malik mentioned that there was a discrepancy in the by-laws. By-laws state that treasurer is also chief financial officer. Tara said the intent was to keep money with one person.

Mellonee was nominated and she declined.

Kevin was nominated and accepted the nomination. It was suggested that we consider having a treasurer and chief financial officer. The money would be handled by one person and the receipts would be handled by another person. In this way both Kevin and Darryl could serve in the capacity but with different responsibilities. This would not require amending the by-laws.

Mellonee asked if that would work in the case where two signatures are need. Tara said one signature has to be a CO-chair.

The chief financial officer would be responsible for the budget overall and treasurer would handle money for pride activities. CFO overall responsible person and the treasurer would assistant the CFO and handle money for the pride event. There would be two accounting books kept, the numbers should correspond and the pride event would be looked at as a separate entry.

Kevin and Darryl discussed their qualifications and previous experience in accounting and finance. Kevin and Darryl said they would both be willing to serve in either capacity. Elections were held by secret ballot. Darryl was elected as CFO and Kevin was elected as treasurer. The positions need to be clearly defined in the work session. Kevin was asked to take the lead in defining the position of treasurer.

Mellonee said the checkbook goes to the CFO and the signature cards need changing at the bank. Malik said both co-chairs signatures should be on the cards. Only the CFO and either co-chairs can sign. Mellonee said there was a problem last year because those signing had to pass a credit check.

B. Selection of Corporate Logo

Edwin presented the logos. The board was asked to limit discussion of the logo to 5 minutes. Darryl said that one of the logos could be the event logo and the other corporate logo. Edwin said, that we ask for suggestions for the event logo from the community as a way to get the community involved, so that we would only be deciding upon the corporate logo at this time. The choices for the logo are between logo #8, #3, renamed to numbers 1 and 2. The logo number 1 was voted on as the corporate logo (the more conservative one). If modifications are to be made before print, we should suggest them to Edwin. Edwin would make changes per our request to add figures in place of symbol and add kente cloth print around the ring.

C. Item C was deleted because we had already established the Lambda Center as the ITLA address.

D. Web Page

Edwin informed the board about the Claris home page. There is a free 30 day demonstration of the software. If it works out we can put the different e-mail addresses of the ITLA board on the page. Modifications can be made to the web page in 30 days. Edwin recommended we pursue the Claris 30 day demonstration as a way to develop our website.

Kevin said he heard of organizations that do web pages for nonprofits for free. Kevin said he would check on this.

Tara suggested since it was getting so late that we have a work session to discuss new business. A two hour working session was set for Sunday, May 18, at 11:00 am at the Lambda Center.

June 5 is the next meeting of the board.

The meeting was adjourned.

A. Proposals for Corporate Sponsorship

Inside the Atlanta Pride door is a list of Prides in the Southeast (POSE). We would look at this as a possibility for corporate sponsors. Would like us to go to annual teleconference. May not be practical for this year but would help by next year. We should get involved as an official member of POSE.

We need to target businesses in Atlanta we have access to. What are corporate sponsor levels and what do we want? Go through the Southern Voice, Atlanta Voice, Gay Yellow Pages, Venus, Gaybar, and gay and lesbian business. Need to come up with a list of who to target, have to explain avenues to get to the sponsor. The larger corporate sponsors list the requirements they have. Black and white signatures were suggested. Send program from last year with the letter. Corporate sponsors could benefit from the advertisement.

Tara passed out a list of Atlanta Prides and letters for corporate sponsors. There were different levels as indicated by color, i.e., gold and bronze, representing different sponsor commitment levels.

Corporate sponsors for the organization, we could say at all ITLA functions during the year. We would tag them to our programs. Have to come up with what the benefits would be for using this type of sponsor. Set goals high. What level to start with. The levels were decided upon as follows: \$10,000, \$5,000, \$2,500, and \$1,000.

Have to market even reachable to people we are representative of. While we admit sponsors, we can hear that Black pride is one of the major gay events of the year. We should find out how many rooms Holiday Inn hotel holds because they will use that year. We need to know what the capacity is of the conference room because the

In the Life Atlanta (ITLA) Board of Directors

Working Session

May 18, 1997 11:00 a.m.

Members present:

Kevin Bynes

Tony Daniels

Gail P. Myers

Mellonee Rheams

Tara Somerville

Malik Williams

Call to Order

Tara called the working session to order.

New Business

A. Proposals for Corporate Sponsorship

Outside the Atlanta Pride door is a list of Prides in the Southeast (POSE). We could look at this as a possibility for corporate sponsors. Would like us to go to annual retreat/conference. May not be practical for this year but would help for next year. We should get involved as an official member of POSE.

We need to target businesses in Atlanta we have access to. What are corporate sponsor levels and what do we need? Go through the Southern Voice, Atlanta Voice, Gay Yellow Pages, Venus, Gaybac, and gay and lesbian businesses. Need to come up with a list of who to target, have to explore avenues to get to the sponsor. The larger corporate sponsors the more requirements they have. Black and white nightclubs were suggested. Send program from last year with the letter. Corporate sponsors could benefit from the advertisement.

Tara passed out a list of Atlanta Pride and format for corporate sponsor. There were different levels as indicated by color, i.e., gold and bronze, representing different sponsor commitment levels.

Corporate sponsor for the organization, we could say at all ITLA functions during the year. We could say thank you to our sponsors, have to come up with what the benefits would be for being this type of sponsor. Set goals high. What level to start with. The levels were decided upon as follows: \$10,000, \$5,000, \$2,500, and \$1,000.

Have to market event palatable to people we are representative of. When we solicit sponsors, we can boast that Black pride is one of the major gay events of the year. We should find out how many rooms Holiday Inn hotel holds because they sold out last year. We need to know what the capacity is of the conference room because the

conference room was full. For the future keep a count of attendance at functions. Approach host hotel from last year as a sponsor if they would be interested. We did not have a host hotel last year, the events were held at the Holiday Inn Airport East. If we go to a hotel's sponsor they are going to want to hear we going to refer people to their hotel. Going to want a contract guaranteeing certain number of room. If we approach anyone hotel about sponsorship we should know what to say. We could say 750 people at any given event. Have a timetable about other events and how many people we reach throughout the year. Yearly itinerary, have one for when approaching corporate sponsors.

Fund for Southern Community rate, fiscal agent, grant assistance program, charge 7% for administrative cost. Fund needs information about what kinds of activities we do, etc. Tara asked for report from Mellonee about the Fund requirements and include on next meeting agenda.

Malik asked if there was any official link with black pride organizations. There are more organized pride events now. We should start a consortium with those organizations, (D.C., Detroit, L.A., Phoenix, N.Y.). Find out who organizers are of those local organizations. Main objective of such a consortium would be to share resources. Find out who people are, find out if interested, have clear objectives why we are doing this.

Tara asked if Malik would follow-up on national idea of black pride consortium. Tara said she would follow up with POSE. Malik said Gail idea of seeing what POSE does would be helpful.

Malik said as an aside, structure of ITLA, not a typical board. We work ourselves too hard. If we want that structure, ED going to have to be paid. What we could say to corporate sponsors why we need the money, we need to think big in terms of corporate sponsorship. We need money to run an organization with pay has responsibilities, difference between our by-laws and Atlanta Pride, they can fire when they need be.

Trying to become a corporation. Long term goal for executive director to be paid, manager of events. Can reach more people, instilling pride, building liaison, trying to have an event quarterly.

Tony said that it is what we do during the year that makes an impact. Tony mentioned that the idea of a film festival was great but we should consider bringing in that component to existing events and add a black/lesbian component. Tap into existing resources and provide another component and not put on a whole new project.

Tony and Mellonee will develop an itinerary. Each board member will provide some organization goals.

Mellonee brought up the idea of the black youth outreach fund. Metro community Fund will give money to organizations to reach out to black youth. Tony reported that there was \$15,000. Five to six organizations represented could split the amount, which would be approximately \$2,000, not very effective. What about 2 or 3 organizations applying jointly and splitting the work. Do proposal for 3 organizations. Proposal one page, report 2 pages.

B . Establishment of Official General Membership Roster

Kevin asked what is membership of ITLA? General membership meetings, can change status what it takes to be a member, for example, attend two consecutive meetings and someone can become a member. Kevin volunteered to develop the general membership body. Gail said she would assist Kevin with coming up with a proposal for developing the general membership.

Mellonee said people are calling already. Put town hall meeting on voicemail. The voicemail number is 872-6410.

Gail will handle voicemail retrieval of messages.

Mellonee will set up database and do a mail-merge for labels.

Tony we could do a work session on the database, start with database, set up a field, first name, last name.

C. Setting Major Goals for the remainder of 1997

Bring in ideas for plans for 97. Develop structure to include volunteers doing different things, i.e. health fair, history projects.

The working session was adjourned.

Agenda

IN THE LIFE ATLANTA BOARD OF DIRECTORS MEETING

10/22/99

7:30 - 9:00 PM

828 W. PEACHTREE STREET
ATLANTA, GA 30326

Type of meeting: 7:40pm

Facilitator:

Attendees:

Agenda Topics

7:30 - 8:00 PM

INTRODUCTIONS

CO-CHAIR

Discussion:

348.70	8566.03	225.00 BND
100.00	498.70 outstanding checks	498.70 out/checks > \$300
50.00	9329.35	100.00 Retchecks
498.70 Return check		200.00 GITN
763.32	800.00 L-clique Magazine	923.70 ← outstanding checks

- Sending a letter of apology to the SAT Board (SATour)
- Talk to Kevin about the tickets
- Eboni will send a letter to all people who owe money.
- Volunteer letters

Conclusions:

- SOVO.

Action items:

Person responsible:

Deadline:

CO-CHAIR, CFO

Action items:	Person responsible:	Deadline:

8:30 - 9:00 PM

NEW BUSINESS

CO-CHAIR,

BYLAWS, BOARD COMMITMENT, PLANNING COMM.

BOARD RETREAT

Discussion:

Planning committee - thank you

Agenda topics

INTRODUCTION

NEW BUSINESS

EXECUTIVE DIRECTOR REPORT

Conclusions:

NEW BUSINESS

BYLAW

BOARD COMMITMENT

PLANNING COMMITTEE

BOARD RETREAT

Action items:

Person responsible:

Deadline:

- Co-chairs
- Sec
- Treasurer

Planning Committee - 4 members

Location	Person responsible	Action items

Agenda

IN THE LIFE ATLANTA BOARD OF DIRECTORS MEETING

10/22/99

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ATLANTA, GA 30326

Type of meeting:

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Agenda topics

7:30 - 8:00 PM

INTRODUCTIONS

CO-CHAIR

OLD BUSINESS

8:00 - 8:30 PM

EXECUTIVE DIRECTOR REPORT

CO-CHAIR

LABOR DAY REPORT

CO-CHAIR

FINANCIAL REPORT

CFO

NEW BUSSINESS

8:30 - 9:00 PM

BYLAWS

CO-CHAIR

BOARD COMMITMENT

CO-CHAIR

PLANNING COMMITTEE

BOARD RETREAT

9:00 PM

MEETING ADJUNMENT

DINNER ?

Special notes:

Agenda

In The Life Atlanta Board Meeting

10/26/2001

4:28 PM

Innovox Lounge

Meeting called by:

Type of meeting:

Attendees:

Agenda topics

2001 Pride Wrap-up

Board Member Candidates

Financial Balances/Bills

5013C

2002 Budget

2002 Pride

Funraisers

Miscellaneous

Agenda

In The Life Atlanta Board Meeting

10/26/2001

4:28 PM

Innovox Lounge

Meeting called by:

Type of meeting:

Attendees:

CHECK VOICEMAIL

(25TH)

Agenda topics

2001 Pride Wrap-up

Discussion:

Update Volunteer Database

EXTEND LATE N WEEK OF C. RATE UP TO \$184.00

Conclusions:

Action items: Bill Torgerson \$1470 a
Database Update.

Person responsible:

Deadline:

Board Member Candidates

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Financial Balances/Bills

Discussion:

7,757.10

Tel \$34.00
 SMARTLINK
 \$69.00

Conclusions:

rehosting WLB

GARTH \$215.50

CHECK TO CASH

Action items:

Person responsible:

Deadline:

5013C

Discussion:

UPPER STATEMENTS FROM 2000 1999

Conclusions:

Action items:

Person responsible:

Deadline:

2002 Budget

Discussion:

BASE Budget off of 1999 2000

Conclusions:

Action items:

Person responsible:

Deadline:

2002 Pride

Discussion:

Pride - yes

Beer Tent, Bus, Venue space, Proclamation, Hotel,

Conclusions:

Pride committee

Theme, Logo, Sponsors, Letters

Action items:

clubs maximize club name

Person responsible:

Deadline:

T-Shirts - Anchor

Planning

Pride Guide

Committee

Funraisers

Discussion:

Opportunities List

Brain storm.

Meeting space - The Center

Conclusions:

Action items:

Person responsible:

Deadline:

Miscellaneous

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Issues for discussion at board meeting

I. For the organization :

- A. **Incorporation Status**
- B. **Defined Roles** (do we want to remain in the current structure, or a modified format within the 5013C guidelines)
- C. **Responsibilities**
 - 1. Voicemail Check & Response
 - 2. Email Check & Response
 - 3. Volunteers
- D. **Finances** (bills: mindspring, bellsouth, etc)
- E. **5013C status** (general discussion, extended discussion can be held over to upcoming events)

II. BGP 2001

A. Hotel Room Status

Last update of July 31st :

<u>Block</u>			<u>Reserved</u>
Thurs	8/30	40	19 rooms
Fri	8/31	140	106 rooms
Sat	9/1	145	112 rooms
Sun	9/2	140	110 rooms
Mon	9/3	35	50 rooms

Kirk's email also listed the following dates:

4th - 2 rooms

5th - 1 room

Are these discounted at or rate ? do they count toward our numbers?

- B. **Press Release**
- C. **Update Romencine Productions**
- D. **Additional Cross Promotion**
- E. **Alize Sponsorship**
- F. **Availability and Cost of Hotel Space for any events held by ITLA**
(what is the possibility of using comp rooms toward space for function?)
- G. **Opening Ceremony / Candlelight Vigil**
 - 1. Opening ceremony
 - Where (Hotel - possible cost Studio Central
 - Whom (performers As well as MC)
 - Maurice Cook MC
 - Performer : Adodi Muse ?
 - Performer : Ajaywaa ?
 - Performer : Angela (from LA Alize sponsored)
 - Performer : De Brat ??
 - Logistics
 - Cost (extra added expense - equipment/music/lights/program/etc
 - 2. Candlelight Vigil (is this something we can do without over taxing ourselves)

- Where (Hotel - possible cost Studio Central
- Whom (performers As well as MC)
 - MC ?
 - Performer : Gay Marching band
 - Performer : Lousia Mc Culla
 - Performer : Mike Midgette
 - Performer : Gospel group From Last year (unsure of name)
- Logistics
- Cost (extra added expense - equipment/music/lights/program/etc

D. Volunteers

III. Upcoming events

- A. 5013C**
- B. Gay Games 2006**
- C. Recruiting new members**
- D. AIDS Walk October 2001**
- E. Contributing to other organizations i.e. Zami, Youth Pride**
- F. Black Gay Pride 2002**
 - 1. Sponsorships for 2002
 - Getting contact list
 - Creating sponsorship letters

In the Life Atlanta
Board of Directors Meeting
August 7, 1997

- I. Malik called the meeting to order at 7:00.
- II. The agenda was approved.
- III. The approval of the last meeting's minutes was postponed. The secretary had not received the recorded tape from the last meeting in order to type the minutes.
- IV. Co-chair report: Malik provided a written report to the board:

During the past few months we have had ongoing discussions about expanding the mission of ITLA. Now it is time to begin making those dreams into reality. In order to be successful, we must deal with two facts of our changing vision: stabilization and expansion if we take the rest of 1997 to stabilize our financial standing, as well as our position in the community, we will start 1998 revitalized and ready to expand into our new operations. I have outlined my ideas below in an action plan. I hold the confident expectation that we will move forward as a unified organization, creating a new ITLA.

I. STABILIZATION

A. Corporate Sponsorship

We need to secure substantial funding in order to make realistic plans for future growth. We have finalized the packages; all we need to do now is start using them. The money we raise during the remainder of this year will determine the success of our programs for next year.

B. Additional Board Members & Female Co-Chair

We need to bring our board to its full potential strength. Adding members will broaden the diversity of our outlook, increase our contacts in the community, and allow us to distribute work more reasonably. We also need to find a female co-chair who has the ability and the willingness to commit the office until the end of 1998.

C. New By-Laws

We need to re-write the ITLA by-laws so that they reflect our changing vision. The new by-laws will provide for a more stable corporate organizational structure. It will also lay the foundation for future programs and events.

II. EXPANSION

A. Paid Staff

We need to hire at least two full-time staff members in order to maintain ITLA's ongoing operations:

1. Executive Director

The Executive Director will administer ITLA programs and guide our day-to-day operations.

2. Administrative Assistant

The Administrative Assistant will provide support for the Executive Director.

3. Additional Staff

We will hire additional staff on an as-needed basis, funding permitting.

B. Real Assets

We need to acquire a building from which to operate. Minimally, we should have a suite of offices. Ideally, we will purchase a building that will house not only the ITLA offices, but that will provide space to rent or donate to other organizations.

C. Regularly Scheduled Programs and Events

We need to demonstrate ITLA's commitment to longevity. By establishing regular events and/or programs, we will give both community and corporate supporters concrete evidence of our ongoing purpose.

Malik finished up by saying we have to actively recruit new members. When a potential board member is nominated, this person should be notified in writing. We can produce a form letter with signatures to give to board nominees.

Tony said that since we were in the midst of the pride weekend planning, should we wait until the event is concluded. Malik said that the board functions on an ongoing basis and our timeline is not built around the annual event.

Gail and Tony suggested that we hire a grantwriter as a consultant to pursue more money for the organization. Malik said he would like for us to buy a building by the end of 1998.

Secretary's report: Gail informed the board that her last meeting will be the last Thursday of the month meeting. Gail passed around a copy of a newsletter of an organization in Chicago. She said she would like for the ITLA to begin production of a similar newsletter at a later date.

Executive Director's report: Tony informed us that all events have moved to the Healy Building at 57 Forsyth Street. Vicki from Colony Square Hotel was very nice and Tony told her thanks for working with us. She has assured us that she will be receptive to us in '98. Tony said in the future, the board needs to give the ED a budget and the PC can go in and say this is what we have to work with.

The Healy Building has some challenges. We have the open space in the building and it will take some planning. The location is very accessible. There are four entrances to the building. We will share the building with Second Sunday. We will have the building $\frac{3}{4}$ of the time and Second Sunday will have $\frac{1}{4}$ of the time. The building costs \$1,500 for the entire weekend. We have to hire caterers. The planning committee is moving forward to get everything done. There are two major spaces and one minor spaces. No food is allowed in the area where there are marble floors. Downstairs is a large area, the food area, the space can hold 50 vendors and have space for a show. We have four workshops, the performing arts will be in one area.

Terry Hooks is our contact person with Second Sunday. The final determination of how the \$1,500 will be divided by the ITLA and Second Sunday has not been made. Kevin asked if we could add $\frac{1}{2}$ of \$1,500 into the budget. Tony said let's decide what we are not going to go above. There is \$300 left in the budget after the PC budget. \$1,000 was suggested, $\frac{1}{2}$ or \$700 was suggested for rental of the Healy Building. There was a motion approved to consider paying no more than \$1,000.

Edwin asked if we add additional money for the food. Tony answered yes we do.

The t-shirt item needs to be decided today. Below is the quote from Indigo Arts:

Budget

Advertising	0.0
Postage	50.00
Candlelight Vigil	50% incurred by Zami and BBB up to \$50
Community Liaison	0.0
Cultural Arts Festival	
Sound equipment	150.00
Total	150.00
First Aid	
First aid kit	45.00
Total	45.00
Fundraising	
Pre-Pride Events	100.00
Total	100.00
Kick Off Reception	
Sound equipment	400.00
Invitations	50.00
Total	450.00
Family Reunion	
App Fees	20.00
Permit Fees	75.00
Sanitation Fees	20.00
Baseball field	24.00
Port. Toilets	195.00
Security	300.00 (3 @25per hour)
Total	634.00
Floral arrangements	100.00
Total	100.00
Vending	
Uhaul	70.00
BBQ Supplies	100.00
Laborers	0.00 (see prison system)
Total	170.00
Event Total	\$1749.00

VI. Old Business: Corporate sponsorships

Edwin said he made some changes to the packet. Edwin distributed the of format for business cards. WE will produce 15 to 20 packets. The board decided that the response card should be card stock and we can get envelopes and stamps to include with each packet so sponsor could mail back the check. Each pack of 5 cost \$15.00. Edwin asked if we could approve \$60.00 for production of the packets. Motion approved.

VII. New Business: Bruce's Reimbursement

The board voted to approve the reimbursement to Bruce for \$139.00 for parking permits, sanitation, and baseball field. The was some discussion around how to pay Bruce since the new signatures were not on file with the bank. The board decided to use old signatures.

Bruce said he will take the paperwork to the bank.

Fund for Southern Communities NNG: The NNG applicationi was reviewed and tasks assigned to board members. Gail will be responsible for organizing the information and putting the application in a format to be mailed by the deadline. The specifics of the application will be discussed at the working session.

The work session was set for August 13 at 6pm for the board to further discuss the NNG and each member was asked to bring an outline for ongoing and quarterly programs for '98 and beyond. Also, board was asked to bring 2 names of potential contacts for sponsors.

Meeting adjourned at 9:05 pm

Agenda

In The Life Atlanta Board Meeting

7/12/2002

7:30 PM to 8:50 PM

Mike & Eric's Home

Meeting called by:

Type of meeting:

Note taker:

Attendees:

Agenda topics

5

Financial Update

Kirk

Discussion:

11/29 - \$6,974.56 OUTSTANDING CHECK - HOTEL - \$303.20

Conclusions:

\$6,671.53 \$200.00 SHORT -

DEDUCTED FROM THE BILL

Action items: Zami - STILL OWES FOR HOTEL

Person responsible:

Deadline:

EXPENSES

20	Board Candidates	Mike
Discussion:		
Extend Deadline to 12/20/02		
Grant interview to all except J Lawrence Warren		
Conclusions:		
Action items: Solicit Transgender	Person responsible:	Deadline:
Seasoned Adults - Friendship Committee	Sharon	
Conferences		
5	501(c)3	Kirk
Discussion:		
HAVE OUR EIN Financial Breakdown by year		
Need to file back taxes TO Board in 6/2001		
Conclusions:		
Action items:	Person responsible:	Deadline:
15	2003 Budget	Mike
Discussion:		
Aid Atlanta Maleic		
Conclusions:		
Action items:	Person responsible:	Deadline:

20	2003 Board Structure	Mike
Discussion:		
By Dec 31st +		
Conclusions:		
Action items:		
Person responsible:		Deadline:
Atlanta Festival and Events Association		Mike
Discussion:		
Program for 4 year wait.		
Conclusions:		
Action items:		
Person responsible:		Deadline:
Next Meeting		
Discussion:		
Conclusions:		
Action items:		
Person responsible:		Deadline:
Answer Hall		

Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

Agenda

In The Life Atlanta Board Meeting

7/12/2002

7:30 PM to 8:50 PM

Mike & Eric's Home

Meeting called by:

Type of meeting:

Note taker:

Attendees:

Agenda topics

Finances ✓	Kirk
Private Donations ✓	Mike
Legal 501(c)3 ✓	Ken
Atlanta Pride Wrap UP ✓	Mike
Town Hall Meeting	Kirk
Pride 2002	General Discussion
Zami Play	Sharon
Friday Free Party	General Discussion
Sponsorship and Advertising	General Discussion
Online pride and Merchandise sales	General Discussion
AEN Meeting	Mike
Club Outreach	Kirk
Volunteer Orientation	Mike
Web Site Update	Mike

10.15

Agenda

In The Life Atlanta Board Meeting

7/12/2002

7:30 PM to 8:50 PM

Mike & Eric's Home

Meeting called by:

Type of meeting:

Note taker:

Attendees:

Agenda topics

5

Finances

Kirk

Discussion:

~~6~~ \$6,553.43 6/28

Beer Tent

hotel \$6,500 - 7,500

Conclusions:

Action items:

Person responsible:

Deadline:

IGA-7PM

MGR: Kober

Aug 31 - 501 st

Arts & Crafts Show

10 X 10 SPACE TO BE MANNED

Booth fee \$25

MARKETING / W MANNED

Arts & Crafts Show

Poster
FOR ID

Chloe & Steve

Id Kober

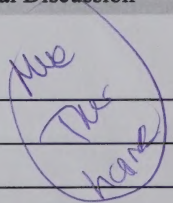
With Sponsor

Hos. Tolat

10	Private Donations	Mike
Discussion:		
Reward more PACT Letters		
Zandra work with him on PACT		
Conclusions: Recognition as a donor		
in Bride Guide		
Action items:	Person responsible:	Deadline:
Kirk & Prashant		
Overman		
5	Legal 501(c)3	Ken
Discussion:		
Ken fill in information		
Conclusions: Kirk will meet w/		
Action items:		
	Person responsible:	Deadline:
5	Atlanta Pride Wrap UP	Mike
Discussion:		
Conclusions:		
Action items:		
	Person responsible:	Deadline:

10	Town Hall Meeting	Kirk
Discussion:		
<i>Wetland</i>		
Conclusions:		
<i>What is Bear Sea</i> <i>sub</i>		
Action items:	Person responsible:	Deadline:
<i>LAPD Pin Registration</i>		
<i>(Mike)</i>		
Pride 2002	General	
Discussion:	<i>Club includes free admission</i>	
<i>Then Back w/ Groh</i> <i>& Subscribers</i>	<i>Palae set 50% off at</i> <i>SAT SUN</i>	
Conclusions:	<i>LIST of Changes</i>	
Action items:	Person responsible:	Deadline:
<i>Pride Back</i>		
<i>Meet on Sat</i>		
5	Zani Play	Sharon
Discussion:		
<i>Wanda Brown</i> <i>Tomorrow</i>		
Conclusions:		
Action items:	Person responsible:	Deadline:

10	Friday Free Party	Mike
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:
Sponsorship and Advertising		General
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:
Online pride and Merchandise sales		General Discussion
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:



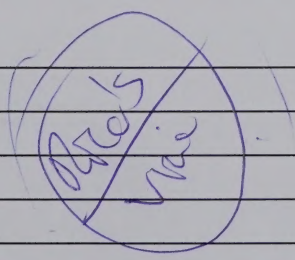
Mike

The Hand

10	AEN Meeting	Mike
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

5	Club Outreach	Kirk
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

10	Volunteer Orientation	Mike
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:



5	Web Site Update	Mike
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

Workshop

Health Fair
NOTE

Agenda

In The Life Atlanta Board Meeting

7/12/2002

7:30 PM to 8:50 PM

Mike & Eric's Home

Meeting called by:

Type of meeting:

Note taker:

Attendees:

Agenda topics

5

Financial Update

Kirk

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Planning Committee Sub Committee Responsibilities

LOGISTICS:

- Pride March
- Pride March Post Activities
- Registration
- Vending (Host Hotel)

MARKETING/PROMOTIONS:

- Club Coordination
- Internet
- Pride Book
- Pride Pass
- Sponsorship

EVENTS:

- Opening Reception
- Candlelight Vigil
- Luncheon

YOUTH INITIATIVE:

WORKSHOPS/HEALTH FAIR:

WORSHIP SERVICE/SUNDAY BRUNCH:

Description	Person responsible	Action items

20	Board Candidates	Mike
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:
5	501(c)3	Kirk
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:
15	2003 Budget	Mike
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:

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WORKSHOPS/HEALTH FAIR:

WORSHIP SERVICE/SUNDAY BRUNCH:

20

2003 Board Structure

Mike

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Atlanta Festival and Events Association

Mike

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

Next Meeting

Discussion:

Conclusions:

Action items:

Person responsible:

Deadline:

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Discussion:

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Deadline:

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WORSHIP SERVICE/SUNDAY BRUNCH:

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Agenda topics

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Conclusions:

Action items:

Person responsible:

Deadline:

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Deadline	Person responsible	Action items

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WORKSHOPS/HEALTH FAIR:

WORSHIP SERVICE/SUNDAY BRUNCH:

Task	Responsible	Action Item

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Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:
Atlanta Festival and Events Association		
Mike		
Discussion:		
Conclusions:		
Action items:	Person responsible:	Deadline:
Next Meeting		
Discussion:		
Conclusions:		
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WORKSHOPS/HEALTH FAIR:

WORSHIP SERVICE/SUNDAY BRUNCH:

Agenda

In The Life Atlanta Board Meeting

12/14/02
10:00AM – 12:00PM
Sheraton Colony Square

Meeting called by: Michael E. Slaughter
Type of meeting: Monthly Board Meeting
Note taker:
Attendees:

Agenda topics

Financial Update	Kirk
Board Candidates	Mike
Legal 501(c)3	Kirk
2003 Budget	Mike
2003 Board Structure	Mike
Atlanta Festival and Events Association	Mike
Next Meeting	

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Michael E. Slaughter

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Monthly Board Meeting

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WORKSHOPS/HEALTH FAIR:

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Issues for discussion at board meeting

I. For the organization :

A. Incorporation Status

B. Defined Roles (do we want to remain in the current structure, or a modified format within the 5013C guidelines)

C. Responsibilities

1. Voicemail Check & Response
2. Email Check & Response
3. Volunteers

D. Finances (bills: mindspring, bellsouth, etc)

E. 5013C status (general discussion, extended discussion can be held over to upcoming events)

II. BGP 2001

A. Hotel Room Status

Last update of July 31st :

Block	Reserved
Thurs 8/30 40	19 rooms
Fri 8/31 140	106 rooms
Sat 9/1 145	112 rooms
Sun 9/2 140	110 rooms
Mon 9/3 35	50 rooms

Kirk's email also listed the following dates:

4th - 2 rooms

5th - 1 room

Are these discounted at or rate ? do they count toward our numbers?

B. Press Release

C. Update Romencine Productions

D. Additional Cross Promotion

E. Alize Sponsorship

F. Availability and Cost of Hotel Space for any events held by ITLA

(what is the possibility of using comp rooms toward space for function?)

G. Opening Ceremony / Candlelight Vigil

1. Opening ceremony

-Where (Hotel - possible cost Studio Central

-Whom (performers As well as MC)

Maurice Cook MC

Performer : Adodi Muse ?

Performer : Ajaywaa ?

Performer : Angela (from LA Alize sponsored)

Performer : De Brat ??

-Logistics

-Cost (extra added expense - equipment/music/lights/program/etc

2. Candlelight Vigil (is this something we can do without over taxing ourselves)

- Where (Hotel - possible cost Studio Central)
- Whom (performers As well as MC)
 - MC ?
 - Performer : Gay Marching band
 - Performer : Lousia Mc Culla
 - Performer : Mike Midgette
 - Performer : Gospel group From Last year (unsure of name)
- Logistics
- Cost (extra added expense - equipment/music/lights/program/etc)

H ~~B.~~ **Volunteers** *Open case for club & Hotel*

III. Upcoming events

- ~~A.~~ 5013C
- ~~B.~~ Gay Games 2006
- ~~C.~~ Recruiting new members
- ~~D.~~ AIDS Walk October 2001
- ~~E.~~ Contributing to other organizations i.e. Zami, Youth Pride
- ~~F.~~ Black Gay Pride 2002
 - 1. Sponsorships for 2002
 - Getting contact list
 - Creating sponsorship letters

*Volunteer coordinator
Mellon*

10th, 14th, 19th Due on the 24th

Draft Letter